



STATE OF RHODE ISLAND
invites applications for the position of:

STUDENT CIVIL ENGINEER (DOT)

DEPARTMENT:

DEPARTMENT OF
TRANSPORTATION

DIVISION:

Infrastructure Development

OPENING DATE:

03/01/18

CLOSING DATE:

Continuous

SALARY:

\$16.00 - \$20.00 Hourly
\$1,280.00 - \$1,600.00 Biweekly

PAY GRADE:

0261 G

JOB TYPE:

Non-Union (99)

NAME OF BARGAINING UNIT UNION:

Non-Union (99)

LOCATION:

Two Capitol Hill, Providence

**SCHEDULED WORK DAYS: HOURS OF
WORK**

Monday - Friday

WORK WEEK:

Standard 40.0 Hours

JOB NUMBER:

04903

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist in civil engineering work at the beginning level in connection with the state transportation projects; and to do related work as required.

SUPERVISION RECEIVED: Duties are assigned individually in detail; work is closely supervised.

SUPERVISION EXERCISED: Usually none.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

Bridge – to work among experienced bridge inspection and rating engineers and will be involved with reviewing plans, design computations, and specifications; checking quantities, and field reviewing bridge structures.

Construction/or Highway Maintenance – to assist staff with field inspection of work to ensure quality workmanship is performed by contractors, ensure contract work is in compliance with project specifications, perform calculations to verify quantities of work performed in the field, prepare daily activity reports, and assist in close-out of projects.

Road Engineering/or Environmental Unit – to work among experienced road design engineers in assisting in the design of a state transportation project under current State and Federal Highway guidelines – from early planning and permitting stages all the way

through to final design; to experience the detailed engineering process for a project so that it can be put to bid and awarded to a highway construction Contractor; to attend OSHA work zone safety training, assist with reviewing physical alteration permits for access to a State highway, assist with engineering plan reviews with design consultants, assist with quantities measures and other engineer's estimates, become familiar with design contract documents, experience field reviews on on-going active design and construction projects with the project engineer, assist with field reviews of public/customer service complaints, assist with field reviews of pending land sale requests for excess state property; and to learn, understand and apply RIDOT design policies, procedures, regulations and standards in the professional work environment.

Traffic – to work closely with and under the direction of a Professional Engineer with responsibilities of development of traffic studies, such as conducting traffic counts, performing speed studies, sight distance assessments, crash history review and development of engineering improvements; to develop engineering work orders that are designed to provide safety or mobility improvements to the State's Road network; to conduct research and provide State documents as needed in accordance with the State's Open Records Request commitment; to review design plans and ensure that they are in conformance with all Federal and State guidelines; to investigate public concerns and recommend mitigation if appropriate; to prepare responses to public inquiries. To develop knowledge and use of engineering publications such as the Manual on Uniform Traffic Control Devices, Institute of Transportation Engineering handbook, AASHTO's "Green Book" and others.

Materials – to assist a professional civil engineer, or an engineering technician of a higher classification, in materials testing activities; to assist in the taking and testing of sample aggregates, mixes, asphalt, steel and other materials used in highway or bridge construction; to assist in the preparation of materials survey reports; and to assist in materials research.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: Must possess an understanding of basic civil engineering principles and practices; Ability to perform all the computations applied to standard engineering operations; a working knowledge of computer software programs and techniques; the ability to prepare accurate engineering proposals, plans, papers and technical correspondence; the ability to understand and carry out complex oral and written instructions; the ability to establish and maintain effective working relationships; the ability to write effectively and to make oral presentations; and related capacities and abilities.

EDUCATION: Applicants should be at least a second year student, enrolled at an accredited college/university with specialization in Civil Engineering, or Civil-Environmental Engineering. Students majoring in civil engineering are given initial placement preference; a student's academic standing and GPA are judged for placement preference.

SUPPLEMENTAL INFORMATION:

Full time students must attach a current resume detailing their education, work experience and any community involvement, a statement of interest describing career plans and a copy of latest unofficial college academic transcript. If selected, applicant must provide most recent official college transcript.

AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:

- Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall

- not be considered unqualified for the position.
- Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).

CRIMINAL CONVICTIONS: Note: All interviewees will be required to complete a Criminal Record Supplemental Questionnaire (CS-14B) at the time of the first interview or anytime thereafter. Conviction is not necessarily a bar to employment. Each case is considered on its individual merits. Per RIGLS 28-5-6(4), "CONVICTION means, for purposes of this chapter only, any verdict or finding of guilt after a criminal trial or any plea of guilty or nolo contendere to a criminal charge."

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.apply.ri.gov>

Position #04903
STUDENT CIVIL ENGINEER (DOT)
MC

One Capitol Hill
Providence, RI 02908

questions@hr.ri.gov

STUDENT CIVIL ENGINEER (DOT) Supplemental Questionnaire

- * 1. Are you currently enrolled full-time in an academic program at a four-year college or university?
☐ Yes ☐ No

- * 2. What academic year/class level are you currently enrolled in?
☐ Freshman
☐ Sophomore
☐ Junior
☐ Senior
☐ Graduate

- * 3. What is your last semester's cumulative grade point average?

- * Required Question